

**December 14, 1999**

**CHIEF INFORMATION OFFICER LETTER**

**RECORDS MANAGEMENT INFORMATION**

1. This Information Letter is to inform field facilities that information pertaining to records management is available on the Internet at (<http://www.va.gov/publ/direc/health/>) and at Intranet (<http://vaww.va.gov/publ/direc/health/>).
2. To access information on records management, field facilities should click on the "Records Management" lozenge at the publication website. This lozenge links to the Records Management page that provides other links to the VHA Records Control Schedule 10-1, records management handbooks, directives, etc.
3. If there are other records management documents that you believe should be included on the publication website, you should contact Mr. Sherwin Lynch, Health Information Resources Service, VHA Headquarters, at (202) 273-8312 or email via MS Exchange.

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Acting Chief Information Officer

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